REALITY-BASED LEADERSHIP

SBAR Tool

Move from complaining to problem-solving, fast, and without drama.

Too often a quick "Hey, do you have a minute?" turns into 30-45 minutes of scattered topics, or spirals into venting. SBAR is a simple way to gather your thoughts about a problem, organize them, and move quickly into problem-solving.

Take the issue you're considering and fill out the template below. Anything shared through this framework is sure to increase clarity, add value, and find space to improve the situation.

S

SITUATION

One sentence - be concise.

B

BACKGROUND

Keep it relevant to strategy and where the team is headed.

A

ANALYSIS

Include data, evidence, current process, best practice, etc.

R

RECOMMENDATIONS

Give 2-5 recommendations to move forward.

NOW, TAKE NEXT RIGHT ACTION

Set up time to read the SBAR aloud, offer your recommendations, and then follow the simple instructions the other person gives you to take action.

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